

**MINUTES of the Quayside Committee Meeting of the
Toronto Waterfront Revitalization Corporation
20 Bay Street, Suite 1310, Toronto, Ontario
Thursday, February 15, 2018 at 9:00 a.m.**

PRESENT: Susie Henderson, Co-Chair
Ross McGregor
Mazyar Mortazavi, Co-Chair

ABSENT: Steve Diamond

The following additional persons were in attendance throughout the meeting or only for particular business items as noted: Helen Burstyn, Chair; Will Fleissig, President and Chief Executive Officer; Meg Davis, Chief Development Officer; Kristina Verner, Vice President, Innovation, Sustainability & Prosperity; Carol Webb, Manager, Project Communications; Erik Cunningham, Director Development; Jeff Ross, Development Specialist; Ian Beverley, General Counsel (by phone); Kathleen Niccols, Governance Consultant; Katherine Murray, Senior Legal Counsel; Sarah Craig, Development Intern, and Michael Bernstein, Special Investment Advisor.

The Co-Chair, Susie Henderson, acted as Chair of the meeting. The Chair called the meeting to order and, with the consent of Committee Members, appointed Kathleen Niccols to act as Secretary of the meeting.

The Chair declared that a quorum of Committee Members was present and that notice of the meeting had been duly sent to all Committee Members in accordance with the Corporation's By-laws. The meeting was duly called and regularly constituted for the transaction of business.

1. Meeting Agenda

It was proposed and agreed that the Committee would address item 7, Plan Development Agreement (PDA) Process/Timeline before item 6, PDA and Master Innovation and Development Plan (MIDP) Update. **ON MOTION** duly made by Mazyar Mortazavi, seconded by Ross McGregor and carried, it was **RESOLVED** that the Meeting Agenda be approved as amended.

2. Declaration of Conflicts of Interest

There were no conflicts declared.

3. Consent Agenda: Minutes of the meeting on January 17, 2018

ON MOTION duly made by Mazyar Mortazavi, seconded by Ross McGregor and carried, it was **RESOLVED** that the minutes be approved.

4. Update on Project Matters

Information updates on the following topics were provided to the Committee:

- a. Committee and Board Materials Work Room on Board Effects;
- b. Public Engagement Plan;
- c. Legal Services RFP;
- d. Public Relations and Government Relations Advisor;
- e. Data Governance & Privacy for the Quayside Project;
- f. Quayside Committee Update Memos to WT Board; and
- g. City Councilor Briefings.

Meg Davis informed the Committee that a Work Room on Board Effects has been created where Quayside Committee and Board materials pertaining to the Quayside project are being stored so that they will be available for reference going forward.

Carol Webb presented highlights of the public engagement plan for the Quayside project, and informed the Committee that, in response to requests from neighbourhood associations, presentations to the associations were being prepared and scheduled. As well, plans to establish and work with a residents' reference panel were described. The Committee discussed the importance of keeping the full board informed of public engagement activities and developments, ideally in advance of the release of such information to the public, and management agreed to do so.

Meg Davis informed the Committee that, in response an RFP had been issued to obtain proposals for legal services for the Quayside project going forward. The RFP is necessary to ensure that the Corporation has the full range of legal expertise available to provide the services that are understood to be needed for the project. The RFP closes on February 16 and an evaluation meeting will be held on February 23.

Meg Davis informed the Committee that three public relations/government relations advisors were being selected to form a roster of experts to support the Corporation's efforts in this area. The Committee sought clarification of this approach and were advised that additional information would be provided by Management.

The memo entitled, "Data Governance & Privacy for the Quayside Project (Sidewalk Toronto)" provided in the meeting materials was taken as read by the Committee and Kristina Verner responded to Committee members' questions.

Meg Davis informed the Committee that management plans to prepare and provide briefing notes on the Quayside project to the Board. Committee members agreed to review the notes prior to distribution of them.

Meg Davis provided Committee members with an update on recent briefings of City Councilors on the Quayside project, advising that the response of most Councillors to the project

was positive. In response to questions from the Committee, Meg Davis noted the interest of Councillors in privacy issues, the Portlands, the Plan Development Agreement, and early pilot projects.

Committee members were advised that the review of the 2006 MOU between Waterfront Toronto, City of Toronto and Toronto Economic Development Corporation, which has been deferred by City staff, is now expected to take place in the fall of 2018.

5. Motion to go into Closed Session

Items 6 and 7 on the amended agenda, Plan Development Agreement (PDA) Process/Timeline and PDA and Master Innovation and Development Plan (MIDP) Update respectively, constitute discussion of a position, plan, procedure, criteria or instruction to be applied to negotiations carried on or to be carried on by or on behalf of the Corporation. Section 190(2)(k) of the City of Toronto Act (COTA) and s. 6.1.1(l) of By-Law No. 2 of the Corporation permits such discussion to be undertaken in a Closed Session.

In accordance with Section 190 of COTA and By-Law No. 2 of the Corporation, **ON MOTION** duly made by Ross McGregor and seconded by Mazyar Mortazavi and carried, the Committee **RESOLVED** to go into Closed Session. The Chair indicated that it was in order for members of the public to leave the meeting.

Closed Session

6. PDA Process/Timeline

Meg Davis presented a revised and more detailed process and timeline for negotiation of the PDA, that included oversight by the Committee and Board and stakeholder consultation. The Committee discussed the proposed approach and timing.

7. PDA and Master Innovation and Development Plan (MIDP) Update

Will Fleissig, Michael Bernstein, Meg Davis and Erik Cunningham presented the Corporation's work to date on the strategy, key targets, principles and approach to negotiation of the PDA and MIDP. They responded to questions and received recommendations and suggestions from the Committee regarding these matters, including how to again bring them forward to the Co-Chairs and Committee.

At 10:53 a.m. Committee members agreed to extend the time of the meeting by 1 hour to 12 noon and to take a short break. At 11:00 a.m. the meeting resumed.

8. Motion to Resume Open Session

In accordance with Section 190 of COTA and By-Law No. 2 of the Corporation, and the Closed Session discussion having been completed, **ON MOTION** duly made Mazyar Mortazavi and seconded Ross McGregor and carried, at 11:55 a.m. the Committee **RESOLVED**

to go into Open Session. The Chair indicated that it was now in order for members of the public to return to the meeting.

Open Session

9. Motions Arising during the Closed Session

There were no resolutions passed by the Committee relating to discussions in the Closed Session.

10. Termination of the Meeting

There being no further business, **ON MOTION**, duly made by Mazyar Mortazavi, seconded by Ross McGregor and carried, it was **RESOLVED** that the meeting be terminated at 12 noon local time.

Committee Co-Chair

Secretary